

 APPROVED

Minutes  
Edison State College  
Charter School Governing Board  
Charlotte Campus – Auditorium, O-124  
February 28, 2012  
2:00 p.m.

 APPROVED

AGENDA ITEM: 1

The District Board of Trustees of Edison State College met in regular session as the Charter School Governing Board in Charlotte County, Florida, on February 28, 2012 at 2:00 p.m. with the meeting called to order by Ann Berlam, Chair.

Present: Ann Berlam, Chair  
Marjorie Starnes-Bilotti, Vice Chair  
Brian Chapman, Jr.  
Dr. Randall Parrish, Jr.  
Julia Perry  
Braxton Rhone  
Pamella Seay  
Christopher Vernon  
Sankey E. "Eddie" Webb, III  
J. Dudley Goodlette, Interim District President  
June Hollingshead, Recorder

Pledge to Flag

**Introduction of Guest and Public Comment:**

- There was no Public Comment
- Mrs. Berlam recognized the newest member of the Edison State College District Board of Trustees representing Lee County, Mr. Braxton C. Rhone.

**Information Reports:**

1. *ECHS – Charlotte Report* – (Diane Juneau, Principal)

Ms. Juneau gave an overview of the collegiate high school since the Board last met at the Charlotte Campus in January 2011. The high school received an "A" grade in its first two years, with students scoring in the top 3% on the FCAT in reading and math. The school has a 95.7% course success rate. With the next class of 100 students, modular classrooms may be added. Nathan Buckley, class president, spoke highly of the collegiate high school experience, especially the interaction between teachers and students. Janna Marxuach, parent of one of the freshman students, spoke about how ECHS has met and exceeded her expectations.

**Information Only:**

Agenda Item #1. Edison State College Collegiate High Schools Monthly Financial Report (Presenter: Mrs. Doeble) (Page 1)

Mrs. Doeble presented the Collegiate High Schools Monthly Financial Report for information only.

**Written Reports:**

Agenda Item #2. Monthly Report on Edison Collegiate High School – Charlotte (Page 5)

A written report was presented for information only.

Agenda Item #3. Monthly Report on Edison Collegiate High School – Lee (Page 9)

A written report was presented for information only.

**Board Members' Comments:** Comments were deferred until after the regular meeting, except for Ms. Seay and Mr. Webb who spoke highly of the Charlotte collegiate high school, and especially of highly complimentary community comments.

Adjournment

MOTION by Eddie Webb, seconded by Pamella Seay, to adjourn the Edison State College Charter Schools Governing Board meeting. Approved unanimously. The meeting was adjourned at 2:26 p.m.



J. Dudley Goodlette, J.D.  
Interim District President  
District Board of Trustees

3/27/12  
Date



Ann Berlam, Chair  
District Board of Trustees

March 27, 2012  
Date





Minutes  
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District Board of Trustees  
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**Information Reports:**

Charlotte Campus President's Report – (Presenter: Dr. Pat Land)

Dr. Land offered welcoming remarks, noting that this is the first year the Board will convene two times per year on the Charlotte campus due to state regulations governing charter high schools. She deferred to the following for her report:

1. Dr. Christy Gilfert, Associate Dean of Students, reported on the Student Leadership Academy (SLA), a student leadership training program. It is an outgrowth of what employers and business owners identified as making graduates employable – leadership. The Academy teaches students leadership skills, how to work together as a team, and how to understand others. Its mission is to foster leadership skills development, academic success, personal growth, social development, problem solving, and critical thinking. The SLA challenges students through service opportunities, including four components: (1) fifteen hours of on-campus and ten hours of off-campus community service per student, (2) a capstone project in which students partner with a community organization to volunteer and fundraise \$200 per student, (3) public speaking/oral presentations, and (4) ten seminars by community members, including topics such as

motivation, conflict resolution, business etiquette, parliamentary procedure, and time management. Student Brittany Gireaux shared her experience in the Academy.

2. The academic area was represented by math professor, Christy Smith, who demonstrated one of her math classes with her philosophy that students can master mathematics as well as other obstacles in life through the will, attitude, and desire to do so.

Mrs. Berlam introduced Mrs. JoAnn Helphenstine, former Charlotte County board member, thanked her for her service and dedication to the District Board of Trustees, the Foundation and the community, and presented a plaque to her.

Faculty Senate Report – (Presenter: Professor Don Ransford)

Professor Ransford reported that Faculty Senate members were pleased to hear that the Faculty Senate Report has been reinstated as a standing item on the Board agenda. Topics discussed at the last Faculty Senate meeting, and with President Goodlette, included the development of the academic calendar, the selection process for department chairs, and operating procedures for, and coordination of, public service events. Professor Ransford will continue to meet regularly with the President.

Dr. Wendy Chase and Dr. Catherine Wilkins spoke about “Education for a New Humanity,” a colloquium recently developed and hosted on the Lee Campus February 16-17, in part, to refocus the energy of professors and to show that the Edison faculty is second to none. The featured keynote speaker, Dr. David Orr, spoke about green campus initiatives and sustainability. 450 guests participated in the event.

SACS Report – (Presenter: Dr. Erin Harrel)

Dr. Harrel reported that the first draft of the SACS report was sent to the consultant and resulted in positive feedback. Documentation is being assembled, and all timeline items are on schedule. Dr. Harrel shared a PowerPoint presentation of what has been accomplished to date, including integrity issues, course substitutions, College Operating Procedures, Board policies, Institutional Effectiveness, unit plans, organizational structure, faculty/student ratios, and the QEP cornerstone project. A copy of her presentation will be provided to Board members. The final SACS document will be submitted to SACS on April 10, 2012. Outcome status options from SACS include a warning, probation, or loss of membership.



Legal Update Report – (Presenter: Mr. Mark Lupe)

Mr. Lupe met with Chris Vernon, Board liaison for legal affairs. Mr. Vernon requested that Mr. Lupe present a monthly update to the Board of pending legal issues facing the College. Questions regarding details of any claims can be directed to President Goodlette. Today Mr. Lupe reported on labor and employment issues that involve pending claims – three Equal Employment Opportunity Commission (EEOC) cases and one Florida Department of Administration Hearings (DOAH) case:

1. The first case involves a professor asserting discrimination because he was not hired in a full-time position due to his age and ethnicity (Hispanic). The College responded to the EEOC and has been successful demonstrating that of two applicants hired, one was Hispanic and one was African-American. Regarding age, the College demonstrated that the successful candidate was more qualified.
2. The second EEOC case is the Dr. Robert Beeson case. The College anticipates the receipt of a Right to Sue letter – the last step before a suit is filed in the United States District Court.
3. The third EEOC case is the Dr. Steve Atkins case. A Right to Sue letter was received and a lawsuit has been filed. Costs are covered by Consortium insurance so there is no financial exposure to the College. The press incorrectly listed Board members as defendants. The Board as a corporate entity is the defendant. Mr. Vernon requested that Mr. Lupe email the Atkins' lawsuit to all Board members for their information.
4. With regard to DOAH, Dr. Beeson, Dr. Atkins, and Dr. Walker had the right to file a case with respect to the termination of their contracts. Dr. Walker exercised that right, and the College has received a notice of request for a hearing from Dr. Walker. It was referred to DOAH, and an Administrative Law Judge has been named. An initial report will be submitted to the Judge who will assign a final hearing date. Mr. Lupe will keep the Board updated.

Presidential Search Committee Update Report – (Presenter: Mrs. Ann Berlam)

- Mrs. Berlam reported that the 13-member Committee is broadly representative of the College's five-county area and of gender, race and age. The Committee received their charge at the first meeting February 22 to identify candidates that the Board will eventually interview for the next District President. Mr. Hicks took all comments from various meetings and constituent groups and assembled into two documents: *Challenges and Opportunities for New President* and a *Presidential Profile*. They will be posted by the end of the week on the Edison State College website, <http://www.edison.edu/president/search>. The Committee was asked to provide input to Mr. Hicks on these two documents.

- At the next meeting of the Committee in mid-to-late April, the members will review all received applications and will make a decision of approximately 10-12 applications to advance for the Search Committee to interview in person in early May. At the completion of these interviews, the Committee will meet to advance 3-5 unranked candidates to the Board of Trustees to interview in person in late May or early June.
- Mr. Hicks determined that the top qualities sought in a new District President are integrity, a strong character, and transparency, as well as someone who understands the counties'/districts' needs and will be highly visible at all College locations. The new President should keep the community college focus and should be visible, available, and known. Lastly, this person should have transparency in decision-making, shared governance, and adhere to the rules.

President's Comments – (Presenter: Mr. J. Dudley Goodlette)

President Goodlette plans to be on all of the College's campuses between now and the next Board meeting in "Meet and Greet" sessions arranged by Teresa Morgenstern. He will bring information about the option of using iPads to the March Board meeting.

**Information and Discussion (Items Requested by the Board): None Submitted**

**Vote to Take Action On:**

Agenda Item #1. Approval of Minutes (Presenter: Mrs. Berlam) (a) Workshop January 24, 2012 (Page 12), (b) Regular Meeting January 24, 2012 (Page 16), and (c) Special Meeting February 7, 2012 (Page 56)

MOTION by Marjorie Starnes-Bilotti, seconded by Julia Perry to approved the minutes, as edited and presented for signature by the Chair and the District President. Approved unanimously.

Mr. Lupe read SACS Comprehensive Standard 3.2.1.3 (Page 73) which is driving the revisions below to District Board Policies in Agenda Items #2, #4, and #7.

Mr. Lupe read Agenda Item #2 below:

Agenda Item #2. Approval of Revisions to District Board Policy 6Hx6:1.03 – Edison State College Foundation, Inc. (Presenter: Mr. Lupe) (Page 61)



Mrs. Berlam **OPENED THE PUBLIC HEARING** for this item and asked for any public comments. Hearing none, Mrs. Berlam **CLOSED THE PUBLIC HEARING** and opened the floor for Board consideration.

MOTION by Chris Vernon, seconded by Pamella Seay, to approve revisions to District Board Policy 6Hx6:1.03 – Edison State College Foundation, Inc., as presented. Approved unanimously.

Mr. Lupe read Agenda Item #3 below which was requested by the Board in order to bring up new business at Board meetings. The Board felt that a better order of business would be to substitute New Business in place of Announcements and Workshops, to substitute Old Business in place of Information and Discussion, and to substitute Other Business in place of Consent Agenda and Action Agenda.

Agenda Item #3. Approval of Revisions to District Board Policy 6Hx6:1.04 – Board Agendas (Presenter: Mr. Lupe) (Page 64)

Mrs. Berlam **OPENED THE PUBLIC HEARING** for this item and asked for any public comments. Hearing none, Mrs. Berlam **CLOSED THE PUBLIC HEARING** and opened the floor for Board consideration.

MOTION by Pamella Seay, seconded by Eddie Webb, to approve the revisions to District Board Policy 6Hx6:1.04 – Board Agendas.

Mr. Webb questioned why New Business was listed before Old Business on the proposed revised agenda.

AMENDMENT TO THE MOTION by Marjorie Starnes-Bilotti to reverse the order on the proposed revised agenda by placing Old Business before New Business. Ms. Seay and Mr. Webb accepted the amendment. The motion, as amended, was approved unanimously.

Mr. Lupe read Agenda Item #4 and explained that the proposed revisions were in response to SACS Comprehensive Standard 3.2.1.3, and mirrored the changes to the Foundation in Agenda Item #2.

Agenda Item #4. Approval to Revisions to District Board Policy 6Hx6:1.05 – Edison State College Financing Corporation (Presenter: Mr. Lupe) (Page 66)

Mrs. Berlam **OPENED THE PUBLIC HEARING** for this item and asked for any public comments. Hearing none, Mrs. Berlam **CLOSED THE PUBLIC HEARING** and opened the floor for Board consideration.

MOTION by Randy Parrish, seconded by Braxton Rhone, to approve revisions to District Board Policy 6Hx6:1.05 – Edison State College Financing Corporation, as presented. Approved unanimously.

Mr. Lupe read Agenda Item #5 below regarding transfer of excess Auxiliary Funds from the College to the Edison State College Financing Corporation. The Board had concerns that it was not involved, and revised language of this policy changes that.

Agenda Item #5. Approval to Revisions to District Board Policy 6Hx6:1.07 – Auxiliary Enterprise Funds (Presenter: Mr. Lupe) (Page 69)

Mrs. Berlam **OPENED THE PUBLIC HEARING** for this item and asked for any public comments. Hearing none, Mrs. Berlam **CLOSED THE PUBLIC HEARING** and opened the floor for Board consideration.

MOTION by Eddie Webb, seconded by Chris Vernon, to approve revisions to District Board Policy 6Hx6:1.07 – Auxiliary Enterprise Funds, as presented. Approved unanimously.

Mr. Lupe read Agenda Item #6 below regarding employment of personnel. Since the April 26, 2011 Board meeting, the Board has expressed concern about granting multi-year contracts and granting special allowances without prior express approval of the Board. The revisions to this policy address those concerns.

Agenda Item #6. Approval to Revisions to District Board Policy 6Hx6:5.02 – Employment of Personnel (Presenter: Mr. Lupe) (Page 71)

Mrs. Berlam **OPENED THE PUBLIC HEARING** for this item and asked for any public comments. Hearing none, Mrs. Berlam **CLOSED THE PUBLIC HEARING** and opened the floor for Board consideration.

MOTION by Brian Chapman, seconded by Julia Perry, to approve revisions to District Board Policy 6Hx6:5.02 – Employment of Personnel, as presented.

Ms. Seay requested adding the word “express” to Paragraph 6 of the policy to read “prior express approval of the Board of Trustees.” If giving additional benefits, the Board would explain why they are doing so. Mr. Lupe agreed with the addition.

AMENDMENT TO THE MOTION by Chris Vernon, seconded by Pamela Seay, to amend the motion to add the word “express” between “prior” and “approval” in Paragraph 6 of the policy item. Mr. Chapman and Mrs. Perry accepted the amendment. The motion, as amended, was approved unanimously.



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Agenda Item #7. Approval of a Revised Memorandum of Understanding ("MOU") with the Edison State College Foundation, Inc. (Presenter: Mr. Lupe) (Page 73)

MOTION by Brian Chapman, seconded by Braxton Rhone, to approve the revised Memorandum of Understanding with the Edison State College Foundation, Inc. Motion approved, with Julia Perry, Chris Vernon and Pamella Seay voting "no."

Agenda Item #8. Approval of a Revised Memorandum of Understanding ("MOU") with the Edison State College Financing Corporation (Presenter: Mr. Lupe) (Page 79)

MOTION by Eddie Webb, seconded by Randy Parrish, to approve the revised Memorandum of Understanding with the Edison State College Financing Corporation, as presented.

AMENDMENT TO THE MOTION by Eddie Webb, seconded by Randy Parrish, to include language following Paragraph #7 – TERM as recommended by Mr. Lupe to read: "Notwithstanding the foregoing, either party may elect to terminate this agreement at any time upon the giving of 60 days written notice." Motion approved, with Pamella Seay voting "no."

Agenda Item #8(a). Approval of a Contract for an Interim Vice President of Student Services (Presenter: Dr. Land/Board Liaison: Mrs. Starnes-Bilotti) (Page 83a)

MOTION by Marjorie Starnes-Bilotti, seconded by Chris Vernon, to approve a contract for Dr. Russel Watjen as Interim Vice President of Student Services in the monthly amount of \$10,500.00 over a contract period commencing March 15, 2012 and ending February 28, 2013. Approved unanimously.

Agenda Item #9. Approval to Submit College Calendar 2012-2013 (Presenter: Dr. Harrel/Board Liaison: Ms. Seay) (Page 84)

MOTION by Pamella Seay, seconded by Randy Parrish, to approve the College and Duty-Day Calendars for the 2012-2013 year. Approved unanimously.

Agenda Item #10. Approval of Personnel Actions (Presenter: Mr. Dente/Board Liaison: Mrs. Starnes-Bilotti) (Page 91)

MOTION by Marjorie Starnes-Bilotti, seconded by Eddie Webb, to approve the list of Personnel Consent Agenda Actions, as presented.

AMENDMENT TO THE MOTION by Pamela Seay to move Ron Dente's line item from Item C. Salary Adjustment to Item A. Additional Compensation. Mrs. Starnes-Bilotti and Mr. Webb accepted the amendment. The motion, as amended, was approved unanimously.

**The Chair declared a recess at 4:24 p.m.**

**The Chair reconvened the meeting at 4:35 p.m.**

**Information Only:**

Agenda Item #11. Approval of Edison State College's Bachelor's Level Programs for Preservice Teachers (Presenter: Dr. Harrel/Board Liaison: Ms. Seay) (Page 100)

Dr. Harrel presented the approval received from the Florida Department of Education for Edison State College's Bachelor's Level Programs for information only.

Agenda Item #12. Edison State College Monthly Financial Report (Presenter: Mrs. Doeble/Board Liaison: Mr. Webb) (Page 103)

Mrs. Doeble presented the Monthly Financial Report for information only.

**Written Reports:** None

**Professional Development:** Mr. Lupe and Mrs. Doeble shared a PowerPoint presentation regarding the Edison State College Financing Corporation, Inc.

**President's and Board Members' Comments:** The Senate Committee has approved the confirmation of our four trustee appointments. It is anticipated that final action will be taken by the full Senate prior to the end of the session.

Adjournment – The meeting was adjourned at 5:47 p.m.



J. Dudley Goodlette, J.D.  
Interim District President  
District Board of Trustees

Date

3/27/12



Ann Berlam, Chair  
District Board of Trustees

Date

March 27, 2012